

North Cumberland Fire District

Meeting Minutes

December 21, 2005

Opening:

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at

7:00 p.m. on Wednesday, December 21, 2005, by Chairman Edward LeBlanc.

Present:

Edward LeBlanc, Chairman

Paul Lindquist

Martin Klara

Matthew Gannon

John Aharonian

Robert Audette

Brian Campbell (arrived 7:03pm)

Others Present:

Rene Gendreau, Chief

Daniel Hamel, Treasurer

Fay Dakake, Clerk

Martin Klara, Interim Tax Collector

A. Approval of Minutes

A motion was made by Mr. Gannon, seconded by Mr. Audette, to approve the Clerk's Report of November 16, 2005, as written. All in favor. So voted.

B. Treasurer's Report

- o Financial Summary, November, 2005
- o Tax Collections, November 30, 2005
- o Tax Collections Comparison Chart
- o Monthly Tax Collections Graph
- o Profit and Loss Statement, November, 2005
- o Balance sheet as of November 30, 2005
- o Profit & Loss Prev. Year Comparison July - November, 2005

A motion was made by Mr. Audette, seconded by Mr. Campbell, to accept the Treasurer's Report. All in favor. So voted.

C. Tax Collector's Report

Interim Tax Collector, Martin Klara, reported that at the request of the Chairman, he and Treasurer Hamel have redone each of the Tax Collector's Reports since the beginning of the year and incorporated them into Excel spreadsheets.

Mr. Klara explained that taxes were due on September 30, 2005.

Payment not received on or before that date would incur penalty and interest.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to accept the interim Tax Collector's Report. All in favor. So voted.

D. Chief's Report and Monthly Expenditures

Chief Gendreau submitted a Monthly Report for November, 2005, and an Expenditures Report dated December 21, 2005.

Chief Gendreau announced:

“NCFD will easily reach 1300 runs this year; in the past, they have never reached 1200.

“Lt. Mitchell did fire prevention at industrial complexes, daycare facilities and elderly complexes.

“Captain Delisle's shift is currently remodeling the downstairs bathroom. Pvt. Baker has changed the flusher on the urinal to an automatic flush. The paper towel dispensers are being replaced by automatic feed. These changes will provide a more sanitary, healthier environment.

“A Life Watch program on creating a healthy work environment was attended by Captain Delisle's shift along with the Chief and the Deputy. The Chief would like to see all shifts attend.

“Engine 54's automatic cab tilt motor was inoperable and replaced.

“The Chief's car was sent in for maintenance work ie. oil and filter

changes, brakes and brake calipers.

fæ All officers attended thermal imaging camera training. Pvt. OjilNeil mounted the new camera on Engine 54 and the old one on Truck 5.

fæ CVS is experimenting and contemplating a theft prevention system that fills the store with non-toxic smoke if being robbed. Deputy Pratt attended a training/demonstration session. His concern is that the fire department should be made aware if it is an actual fire or a robbery.

fæ There was an outstanding turn-out for the Lighting of the Green. Gifts were donated by Rhode Island Novelty.

Chairman LeBlanc questioned the following:

Expenses

#6130

Royal Chemical, (truck wash and wax) \$174.84

It was clarified that this expense was for materials, not service.

Robinson Supply (hands-free urinal flush valve) \$342.00 Captain Delisle explained that this is for a public restroom also used by department personnel when returning from runs in which body fluids could be transferred.

#6440

Local 2722 (Christmas Fund Dinners) \$687.92

Account line item used for the Lighting of the Green ceremony, gifts for the kids, coffee and donuts. The balance is transferred to the

Union for the shift Christmas parties. It helps off-set the cost of their dinners.

Income

#6150

(Haunted Hill details) \$480.00

Money received from the Town for the details. NCFD personnel was paid promptly.

Peter Benn is snow-plowing for NCFD. Bids were submitted. Peter was low bidder and also on the call force.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to accept the Chief's Report and the Monthly Expenditures. All in favor. So voted.

E. Committee Reports

Financial Management, Budget, Taxes

No comment.

Personnel, Labor Relations

Mr. Lindquist requested that his item be discussed in Executive Session.

Nominations

Mr. Campbell announced that Mr. DeVock has decided not to go forward with his nomination as a trustee with NCFD, due to a work-related conflict.

A motion was made by Mr. Ahronian, seconded by Mr. Gannon, to appoint Mr. Klara as NCFD Tax Collector, relinquishing his duties as a trustee. All in favor. So voted.

Two vacant trustee positions now exist.

Buildings, Grounds, Apparatus, Computer

The Chief reported that a new computer for the Deputy Chief has been received. The Tax Collector's new computer has not yet been shipped. Tax Collector Klara is concerned with the current lack of a back-up system. E-mail is set with COX Communication and will be activated tomorrow.

The deck and stairway have been completed.

Insurance

The Chief reported that insurance is due in February but he has not received any quotes yet.

Public Relations

No comment

F. Old Business

Tax Exemption List from Town of Cumberland

Chairman LeBlanc has found that all the other districts in Cumberland have higher tax rates. He feels that if NCFD voters want exemptions, it will affect the tax rate for all NCFD residents. It was decided to put numbers and an explanation together to share this information at the next annual meeting.

Fire Department Consolidation

Chairman LeBlanc announced that the next meeting of the Fire Department Consolidation Committee is scheduled for January 5, 2006, 7:00pm, at the Cumberland Town Hall.

Blue Cross/Blue Shield Policy

Chief Gendreau spoke to Blue Cross/Blue Shield regarding Rick Alger. The month after he stopped working for NCFD he should have come off the NCFD policy. Chairman LeBlanc stated he would contact Rick Alger and inform him he will be off of the NCFD policy as of February 1, 2006 (NCFD renewal date).

Appreciation Dinner

The Chief will inform the Board when a date is set for the Firefighter

Appreciation Dinner.

G. New Business

Draft of NCFD Tax Collection Policy

Chairman LeBlanc distributed a draft copy of a NCFD tax collection policy. This policy was drafted by the Chairman, along with Tax Collector Klara. Mr. Klara requested policy and guidelines to which he could refer in his new position.

Trustee Lindquist requested clarification on:

“§Know that neither the District’s tax collector, nor any trustee or officer, is paid or promoted as a result of money billed to or collected from taxpayers”

“§Be represented or advised by counsel or other qualified representatives at any time in administrative interactions with the District” Is it their right or our obligation?

It was agreed that all trustees would take the month to look over the draft and discuss it again at the next meeting.

Letter of Request for Reimbursement

Chief Gendreau received a letter from Sister Martha Mulligan, principal of Mercymount Country Day School, requesting waiver and reimbursement of the fee to review the building plans for the

expansion of Mercymount in the amount of ?????

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to deny Sister Martha's request. Mr. Campbell and Mr. Aharonian abstained from voting. The others were all in favor. So voted.

Plan Review Fee Fund

Chief Gendreau explained that funds were frozen in the plan review fee fund before the law changed requiring these monies to be spent on fire prevention. Therefore, Chief Gendreau requested that these frozen funds be spent on an additional thermal imaging camera.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to allow the Chief to spend the balance of the fund plus \$1,300. for a second thermal imaging camera. All in favor. So voted.

Request for Audit and Office Supplies

Tax Collector Klara feels the books/accounts should be audited as he begins his new appointment as Tax Collector. The Chairman agreed that an audit was a good idea. Chairman LeBlanc asked that the Chief submit a copy of the last audit and a solicitation for an additional audit, outlining the cost in order for a recommendation to be made to the Board.

Tax Collector Klara expressed his concern about not having a cash box with petty cash in the Tax Collectors Office.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to allow the Tax Collector to purchase needed office supplies up to \$150. All in favor. So voted.

A paper shredder had been previously purchased.

H. Public Comment

No comment.

Executive Session

Motion is made by Mr. Lindquist, seconded by Mr. Gannon, to enter into Executive Session in accordance with Rhode Island Law 42-46-5 (1), to discuss the appointment of a new hire to the NCFD. All in favor. So voted.

Return to Public Meeting

Motion is made by Mr. Lindquist, seconded by Mr. Gannon, not to hire Mr. Russell Silverio. All in favor. So voted.

Adjournment

Motion is made by Mr. Campbell, seconded by Mr. Audette, to adjourn the meeting of the North Cumberland Fire District at 8:35pm. All in

favor. So voted.

Minutes submitted by: Fay Dakake, Clerk _____

Approved by: Edward LeBlanc _____
Chairman